

ORTONVILLE DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES

November 16, 2020 – 7:30 a.m.

Zoom Video Conference

President McClerren called the meeting to order at 7:32 a.m. She noted the meeting was being held electronically via ZOOM per Governor’s Executive Order due to Covid-19.

Roll call: **Present:** Amori, Brauer, Brice, Hill, McClerren, Quisenberry

Absent: Rumball and Wills (with notice)

Also Present: DDA Executive Director Matt Jenkins, and one member of the public.

Recitation of Mission: by Amori

Consent Agenda:

***Motion** by **Amori** seconded by **Brice** to accept the Consent Agenda as amended.

Roll call vote:

Aye: Hill, Amori, Brauer, Quisenberry, Brice, McClerren

Nay: None

Absent: Rumball and Wills

Motion carried 6/0

Public Comments:

None

Disbursements:

A. October 2020

***Motion** by **Brauer** seconded by **Quisenberry** to approve disbursements and pay bills for October 2020 in the amount of **\$18,591.03**.

Roll call vote:

Aye: Amori, Brauer, Quisenberry, Brice, Hill, McClerren

Nay: None

Absent: Rumball and Wills

Motion carried 6/0

Business to Come Before the Board:

A. Revitalization Grant Update – Village Pub

ED Jenkins explained that the update is on the agenda to review if the board sees fit to increase the grant dollars due to the size and scope of the project.

Amori asked if there are grant dollars available from Oakland County to apply for.

ED Jenkins stated that that round of grants is not open again until spring and the Village Pub wants the work to be complete before winter sets in.

Amori asked if we increase the dollar amount, do we have the funds to assist businesses in case of a full shutdown again.

ED Jenkins indicated that there is \$4,500 in the grant program currently, with \$1,500 earmarked, leaving \$3,000. Also discussed was that there are funds in other line items that could be considered to be moved into the grant line if necessary.

***Motion by Brice**, seconded by **Hill** to allocate an increase of \$1,000 for the revitalization grant to the Village Pub.

Roll call vote:

Aye: Brauer, Quisenberry, Brice, Amori, Hill, McClerren

Nay: None

Absent: Rumball and Wills

Motion carried 6/0

B. Business Engagement: Holiday Shopping season

ED Jenkins stated that we have reopening tool kits that need to be distributed, along with additional important information and empathy for the most recent “pause” order from the state. Also discussed was the need to communicate the plan for Small Business Saturday and how to assist the businesses through that time.

Quisenberry left at 8:02am.

Amori indicated that they will be switching back to curbside services soon and has concerns about how that will affect them.

Additional Business & Board Member Comments:

A. Introduction of Monica Phelps

ED Jenkins introduced Monica Phelps to the Board and explained that they have met and she has indicated some interest in working on some of the DDA's projects.

B. Wayfinding

ED Jenkins updated the board on the progress of the Wayfinding committee, including the survey and reminding the board to share it and fill it out.

Adjournment

***Motion by Amori**, seconded by **Brice** to adjourn the meeting at 8:23 a.m.

Roll call vote:

Aye: Brice, Hill, Amori, Brauer, McClerren

Nay: None

Absent: Quisenberry, Rumball and Wills

***Motion carries 5/0.**

Respectfully submitted,

Courtney McClerren
Acting Recording Secretary